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News From the Team

**From Adam Sutkus,
Citizen Corps Program Director**

March brings us a promise of significant news and change in the coming weeks and months as we move closer to spring. The most substantive area GO SERV and County/Operational Areas are working with right now is the local applications for the 2004 Citizen Corps funds due to California OES by April 11 (see next section). We are also enjoying the development of a close working relationship with the New Schwarzenegger team and expect exciting new projects to evolve in the service and volunteerism world. Lastly, in May in Nevada, and then again in July in Washington, D.C., there are regional and national Citizen Corps implementation conferences with our other state colleagues around the country, which is sure to bombard us with other best practices, lessons-learned, and implementation strategies that we can pass on directly to all of you--and allow our statewide Citizen Corps program to leap forward with even more innovation. Keep up the great work everyone!

2004 Citizen Corps Grant Guide to Local Governments is "on the street"

For most of the late fall and over the holidays, GO SERV has been working with the Governor's Office of Emergency Services and the California's Office of Homeland Security to develop the latest grant package to local governments. It was formally released by OES in February and the application is due back to OES by April 11. A special "hats off" thank you is due to the staff of CA OES, especially Barbara Strough and MaryAnn Cambell-Smith of the Grant Management staff. They have worked hard with GO SERV, the CA National Guard, the California Highway Patrol

and other groups to pull all of this together. We value their partnership in this endeavor.

As you recall, this 2004 grant package is different than previous years: in the 2002 and 2003 fiscal cycles the Citizen Corps Program contracting was handled here at GO SERV; this year's grant is a "bundled" package of the 3 homeland security-related programs out of the national Office of Domestic Preparedness. The three grants are the State Homeland Security Grant (SHSG), the Law Enforcement Terrorism Prevention Program (LETPP), and the Citizen Corps Program (CCP). From within the Federal Department of Homeland Security, ODP grants to a single State Authorized Agency (SAA) in each of the states; Ron Eiden, as Director of the Office of Homeland Security in California, leads OHS as our SAA for CA; OES is the implementation arm of the process. We at GO SERV work in close partnership with OHS/OES with "split" duties in the 2004 grant cycle: GO SERV retains program implementation and policy lead for Citizen Corps Program, continuing CCP statewide efforts started in previous years--while OHS/OES now has lead for the contracting aspects of the application and grant requirements. GO SERV and OES are currently establishing systems for a smooth transition to this new approach for the 2004 grant.

The 2004 grant is offered directly to the Operational Areas who pull together a combined application to the state encompassing the three grants. The OAs are developing "project sheets" for using the funds in collaboration with their diverse array of stakeholders at the local level. One great advantage in the 2004 cycle is the encouragement and intent of ODP nationally to have local governments design programs and projects that utilize funds from multiple funding sources. What this means for the CCP throughout the state is that, if the OA designs it, funds for certain community-based programs and projects can be used from the other

grants to greatly leverage the funding and benefits for local volunteer and service efforts such as developing Citizen Corps Councils, CERT training and others. The guidance document (available on the OES website, www.oes.ca.gov) explains this in more detail and a supplemental letter to the OAs outlining more explanatory information pertaining to the Citizen Corps Program will be delivered from GO SERV the week of March 7th.

Building upon the success and progression of the 2002 and 2003 "start up" funding and implementation cycles, the most salient details of the 2004 Citizen Corps grant program are outlined below (these will be elaborated upon in the supplemental letter on CCP to be released next week):

- * Public awareness, outreach, and communication activities are a focus of the CCP grant and many diverse activities are allowed
- * There is no firm distinction or funding requirement, as in previous years, between developing Citizen Corps programs and CERT training--all efforts are combined and at the discretion of the OA organization to determine the priorities and funding uses for local efforts
- * SHSG program funds may be used (planning, training, exercises, equipment) for community-based/volunteer homeland security efforts to leverage CCP (this is also the case with aspects of the Urban Area Security Initiative grants)
- * A working, approved Citizen Corps Council body with diverse membership is required to be finalized at the County or "major city" level during the grant cycle
- * A Volunteer and Service Program Management draft plan is required by the end of the grant 2-year cycle
- * A Citizen Corps Strategic Implementation plan is required during the grant cycle
- * Citizen Corps programs are identified as an allowable funding target in California's Terrorism Preparedness and Response Strategy--

a requirement of the 2004 grant cycle from ODP.

* Continuing CERT programs and Citizen Corps Council development statewide (both at the county and also city/neighborhood levels) are highly encouraged as a GO SERV recommendation.

The 2004 "bundled" grant has exciting and significant possibilities for California's fast-tracked Citizen Corps Program. For the first time the CCP--and its focus on the tremendously important role of citizens and neighborhood-based involvement--is included in a comprehensive, integrated approach towards community and statewide safety. The fact that the federal government integrated CCP in this manner shows that citizen involvement in all-hazard emergency preparedness is not a "fringe" element but a vital and critical component of a holistic and coordinated approach to local, state, and national homeland security. We applaud this national focus--and the unified coordination between California's Office of Homeland Security, Emergency Services, GO SERV, National Guard, Highway Patrol and other law enforcement, fire/rescue, medical & health, and emergency services organizations at the state level exemplifies California's reinforcement of these all-important community based principles for homeland security.

2004 CERT Update

The Statewide 2004 CERT TTT Program continues to run on schedule, having produced 49 new instructors since the beginning of the year.

The County of Sonoma co-sponsored our Sonoma/Marin CERT Train-the-Trainer at the US Coast Guard Training Center in Petaluma. Terry Krout, the Sonoma County CERT Coordinator, went above and beyond the call when he actually treated the entire class to good military chow all three days. Counties that sent representatives to the 3 day training were: Marin, Napa, Contra Costa,

Alameda, Santa Clara, San Mateo, Mendocino, and Sonoma. Every participant is to be thanked for contributing to a great learning experience.

Barbara Cimino, Palo Alto Fire Department's Disaster Coordinator, and Lynn Brown, Mountain View Fire Department's OES Coordinator should both be commended for their outstanding work planning, conducting, and leading this course.

Palo Alto's Neighborhood Disaster Activity (PANDA) and Mountain View's CERT are both exemplary programs. When our regular partners Los Angeles City Fire Department suddenly could not teach this class due to unforeseen personnel complications, our first choice to fill in at the last minute was Santa Clara. Lynn and Barbara did not hesitate at all; they both stepped right up to the plate immediately.

Barbara and Lynn's willingness to give up their weekends and share their insights and talent with 21 new CERT instructors is indicative of their devotion to duty. Barbara and Lynn are true professionals in every sense of the word.

GO SERV will be collaborating with others to hold four (4) more CERT TTT courses this year.

- 24-26 March in Concord (Contra Costa County)
- 28-30 April in El Cajon (San Diego County)
- 16-18 June in Fresno (Fresno County)
- 21-23 July in Thousand Oaks (Ventura County)

During its last meeting the Statewide CERT Program Workgroup tasked the Statewide CERT Program Officer to provide CERT specific "Best Practices and Tools" in a central location on the web so they can be shared by all CERT programs statewide. Well ...within the next few weeks BOLO (be on the lookout for)

that "NEW" CERT Tools link on the GO SERV website.

Also at that meeting the new T4-CERT Program Manager Academy-curriculum was discussed at length. The basic outline for the classes consists of the following phases: 1) Start up 2) Developing 3) Implementation 4) Maintaining 5) Advanced/Successful Programs. The instruction will focus on each phase of a program throughout the following subject discussions.

Program Management
Retention of Trained members
CERT Programs and Budgeting
Effective Graduations
Advertising and Marketing CERT
Instructor Techniques
Refresher Training and Exercises

The first T4: CERT Program Manager Academy course will be conducted in August 2004.

Please contact Jim Brown, CERT Coordinator, for further information.
Jim.Brown@GOSERV.CA.GOV.

Appropriations and Legislative Activity

As previously reported, the great news in the President's 2005 budget proposal is that Citizen Corps has been identified to increase to \$50 million nationally, up from \$40 million in 2003. Although there is a great deal of negotiation yet ahead on the homeland security appropriations legislation containing CCP, we are optimistic that this level of funding signifies a strong, continued support of the Citizen Corps programs nationally by the administration. GO SERV will update you regularly with evolving information.

The Cox/Turner compromise (HR 3266) is receiving significant attention in Congress. The "*Faster and Smarter Funding for First Responders Act of 2003*" calls for two key changes important emergency management and homeland security programs at the state and local level:

it would significantly change the funding formula nationally to concentrate more on threat and vulnerability analysis and less on simple base plus population allocations, which could greatly increase funding to the larger states with identified higher risks--such as California and New York; the bill would also create a new "Office of State and Local Government Coordination" within the office of the OHS Director. Both elements have garnered significant interest across the emergency services & homeland security spectrum. Now that debate on the bill is becoming more active, GO SERV will continue to monitor the Citizen Corps program implications of the legislation to keep you informed.

Citizen Corps addressed at NEMA and NGA

The National Emergency Management Association (NEMA) had its mid-year conference in Washington, D.C., in February, as did the National Governor's Association (NGA). At both conferences, Citizen Corps, community-based emergency management and homeland security were topics among the attendees. For California, executives from the Office of Homeland Security and Office of Emergency Services attended, homeland security from all angles was discussed at the conferences: future funding, implementation status of all grants to local and state governments, potential legislative changes, and organizational issues nationally at the Department of Homeland Security. You are encouraged to access the NEMA and NGA websites at <http://www.nemaweb.org/> and <http://www.nga.org/> for comprehensive updates.

Regional Citizen Corps Conference: Nevada, May 17-21, 2004

FEMA is sponsoring a first-ever regional conference on Citizen Corps Programs implementation and best practices in Reno, Nevada, on May 17-21. This conference is a unique

and exciting opportunity for California to share directly and benefit from our neighbors in the Western States. Important note: ALL CITIZEN CORPS PROGRAMS IN CALIFORNIA ARE INVITED AND ENCOURAGED TO ATTEND. The costs to attend this conference are allowable under the 2003/04 grants and should be budgeted for; we estimate approximately \$1,000 per attendee. GO SERV has been communicating regularly with many of our national colleagues, especially Washington State, and we are greatly looking forward to intensive training, fact-finding, and development interchanges with everyone attending the conference. All states and their local partners have had special success--and challenges--over this first year and half start-up cycle. This is our collective opportunity to garner information from others and allow us to accelerate California's program exponentially. We do not yet have the agenda or sign-up information from FEMA, but are expecting it within 1-2 weeks. Please access our website or contact GO SERV for up-to-date information on this key opportunity.

MRC Update

This month a landmark event took place in the development of California's Medical Reserve Corps component of the Citizen Corps program. California's lead agency, The Emergency Medical Services Authority (EMSA) convened a first-ever teleconference with all granted, recognized, and registered MRCs invited. The call was excellent and launched a spirited dialogue among the participants on an array of developmental and policy issues. The list of MRCs is below; many other programs are now taking shape and will be added to this list shortly. EMSA and GO SERV also had an important teleconference with the Health and Human Services Agency/Office of the Surgeon General where our federal partners pledged full support to California's program as it solidifies and provides consistent leadership to the individual

local programs taking shape. Many issues key to the development of MRCs in California--as well as vital to the robust development of emergency volunteerism of all types--are "on the table" as part of this effort and will be incorporated into the ongoing developmental activities underway with the State Citizen Corps Council workgroup. EMSA is chairing the MRC subcommittee of the State Council, and issues such as workers compensation, volunteer liability, medical credentialing, surge capacity, policy development and other "bell weather" issues in the overall world of emergency volunteerism will be addressed. GO SERV is very excited to have the unwavering support and partnership of EMSA in this effort in California--and welcomes Sheryl Reed, MRC coordinator, as a member of the statewide team. To contact Sheryl, please call 916-322-4336 ext 406.

California's MRC effort now solidifying within EMSA is unique: in a coordinated proposal by GO SERV and EMSA to the Joint Advisory Committee in CA (a stakeholder group formed by the California Department of Health Service, to manage the state's Centers for Disease Control and Health Resources and Services Administration bioterrorism grants from federal HHS), a position was funded through the CDC/HRSA grants to address the statewide coordination of Medical Reserve Corps for emergency volunteers--since MRC and its issues directly impact bioterrorism planning as outlined in the grants as well as Citizen Corps.

The current 12 federally funded MRC grantees are: Volunteer Center of Riverside County, San Bernardino County Medical Society, Sacramento Dist. Advisory Board Church of the Nazarene, Public Health Foundation Enterprises Inc.(City of Industry), Palo Alto Institute for Research & Education, County of Sonoma-Department of Health Services, County of San Diego, City of Cupertino, Beach Cities Health

District (Redondo Beach). The other 9 active programs are: Cal ACEP (Sacramento), Kern County, Marin County, Orange County, Placentia, Placer County, Santa Cruz County, and Sacramento County.

Congratulations are also due to Dr. Ray Goodman, of the Los Angeles Medical Reserve Corps, for launching a brand new LA MRC website!! Please log on to <http://www.cphd.ucla.edu/mrc> and check out the nation's larges MRC taking shape. Great job Dr. Goodman and L.A. County!!

Citizen Corps Progress!!!

We now have 117 registered CERT programs in California, up from 49 this time last year. We also have 48 registered Citizen Corps Councils throughout the state. Medical Reserve Corps has 12 granted programs and 8 others currently active throughout California. **KEEP UP THE GOOD WORK.** Don't forget to register your program, if you haven't already done so. Also, do not forget to register your Neighborhood Watch or VIPS programs on their respective web sites.

NOTE TO GRANTEES

Unfortunately many grantees of '02 and '03 Citizen Corps & CERT grant are out of compliance by not submitting current quarterly reports and other completed documentation. **INVOICES WILL BE DENIED UNTIL DOCUMENTATION IS CURRENT.**

Conference Update

GO SERV is going to be rescheduling the Governor's Conference. A new date has not yet been selected but should be scheduled soon. We plan on showcasing California's service field to Governor Schwarzenegger at the conference and felt that rescheduling will help to ensure the fullest participation of the new administration in the planning and

implementation of the conference. We ask for your patience and continued support during this time of transition, as GO SERV works with the new Administration to schedule the conference at a time that best suits our new Governor and First Lady.

FAQS

Grantee Information

Q. Where can I find the Invoice Instructions, Form, and Expense Reports and the Budget Revision Form for the 2002 Citizen Corps and CERT Grants??

- A.**
1. Go to www.goserv.ca.gov.
 2. On left hand side click on **Grantee Central**.
 3. Enter password: and then click login.
 4. On the left hand side you will now see a menu of items under **Grantee Central....Click on Citizen Corps**.
 5. You will now see the message **"Welcome to the Citizen Corps section of Grantee Central! Use the tabs above to navigate through this section of the website."**
 6. Click on the tab labeled **2002 Forms**. The **"Invoicing Instructions and Forms,"** the **"Budget Revision Instructions and Form,"** and the **"2002 Grant Closeout Form"** can be found here.

Q. What is the contract term for my agency/organization's 2002 Citizen Corps and CERT Grants?

- A.** The standard contract term for 2002 grants was 12/5/02 to 12/4/03. If your organization received an extension, the extended grant term ended on 3/4/04. An amendment was required to extend contracts beyond the original end date.

Q. When can my agency/organization incur expenses for the 2003 CERT Grants?

A. Your agency/organization can only incur expenses during the contract term. The 2003 CERT contract term is: December 5, 2003 – December 4, 2004.

Q. When is the FINAL invoice due for the 2002 Citizen Corps and CERT Grants?

A. The final invoice is due 60 days after the expiration of your contract. For contracts without an extension on the original term, your final invoice was due on 2/4/04. Contracts with an extension to 3/4/04 must submit final invoices by 5/4/04.

Q. Where can I find the 2003 CERT Grant Invoice Instructions, Invoice Form, Expense Report Form and the Budget Revision Form?

- A.**
1. Go to www.goserv.ca.gov.
 2. On left hand side click on Grantee Central.
 3. Enter password: and then click login.
 4. On the left hand side you will now see a menu of items under Grantee Central....Click on Citizen Corps.
 5. You will now see the message "Welcome to the Citizen Corps section of Grantee Central! Use the tabs above to navigate through this section of the website."
 6. Click on the tab labeled 2003 Forms. The "Invoicing Instructions and Forms", and the "Budget Revision Instructions and Form can be found here.

Citizens Corps Contact:

Main Number....

916.323.7646

WEB address:

www.goserv.ca.gov